

## Meeting Notes

# Hispanic Education Summit Planning Meeting

10/26/2007  
Conference Call

**Meeting called by:**

Ms. Arminda Garcia, Education Committee Chair

**Facilitators:**

Mr. Terry Fobbs and Dr. Mary Miller

COSSA Office: Marylou Mason, Vicky Potter

**Meeting held by Conference Call – Members Participating:**

Arminda Garica, Jane Rohrback, Laura Gonzales, Arminda Garcia, Leonard Savala, Eunice Castillo, John Flores, Sergio Keck, Norma Hernandez, Clemente Garcia, Ana Ulloa, Carlos Lopez

## Agenda topics

### 1) Event Date Discussion & Sponsorship:

- Ms. Mason reported to the committee that she received a call from Superintendent Flanagan's office. His office staff stated the Superintendent would not be available on Nov. 27 as previously thought. The next available date was December 10<sup>th</sup>.
- Arminda Garcia stated she did not want to schedule the Summit into December. She felt that we have lost momentum and that we should consider rescheduling next year. Some Committee members did agree that December is late and attendance may be low due to the holidays but they did not feel we should cancel the Summit. There was discussion on this issue and determined that we should continue. It was suggested that if the Superintendent can't attend, then perhaps invite one of his deputies. The Committee felt it was important to have him, not a deputy. Marylou suggested that if Superintendent Flanagan cannot stay the entire

time, then perhaps we could invite one the deputies to be present so the leadership is still present. Committee members agreed that was a good idea. At the end of the meeting, Supt. Flanagan's office signed on to the conf. call and confirmed the Superintendent's attendance for Dec. 10<sup>th</sup> from 11:00am through the lunch hour. Superintendent Flanagan will be the keynote speaker for the Summit.

- Marylou stated that currently LCC has agreed to sponsor the Summit with providing the room. The request that LCC sponsor the food cost is still pending. Marylou will be following up with LCC on this issue.
- Target audience: Superintendents & Asst. Superintendents (targeting the top ten highest Hispanic population), College/University Deans of Student Services, ALSAME Members, Directors of State/Federal Programs, Directors of ESL/Bilingual Programs, Hispanic School Board Members, Intermediate School District leaders, JSRI Director, MDOE Leaders, Mr. Ed Roehbor (Mary will invite). Laura stated that it was important for K-12 committee members to spread the word – important to push for good attendance.
- There was discussion on the importance of not inviting just Hispanic leaders but all decision making leaders.
- Save the Date Card – As soon as the food sponsor is confirmed, Vicky will send the Save the Date card.
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## 2) Review Challenge Articles

- Mary Miller and Terry Fobbs will research the remaining 4 challenge articles. They will send electronically to the facilitator assigned.
- Clemente Garcia volunteered to handle challenge #10 although he noted difficulties due to no stakeholders. Arminda suggested that Mike Ramirez handle this challenge as he suggested this challenge initially. Arminda will contact him regarding his ability to participate.
- Sergio Keck volunteered to handle challenge #6

- Laura Gonzales stated she is working on the data support each challenge.

3) Facilitator Training

- The facilitator training will be held on Nov. 6 & 8, 2007. Those not signed up need to do so as soon as possible. The training will be provided by MI Dept. of Civil Service and is entitled, “Fearless Facilitation.” In order to be a facilitator, you must attend the training. There will be only 1 facilitator per challenge. Extra committee members can either sit in on the table discussion or help Terry and Mary walk the floor and help facilitators with questions, etc.
- During the Nov. 26 conference call, Terry and Mary will go over a standardized process for facilitating each table.

4) Miscellaneous

- Additional meeting dates scheduled
  - Nov. 6 & 8, 9:00a-4:00p facilitator trng. –  
In Lansing, at Dept. of Civil Service
  - Nov. 14, 2:00-4:00 conference call
  - Nov. 26, 2:00-4:00 conference call

5) Next Meeting date – ***The next meeting conference call will be Wednesday, November 14, 2007.***

**Special notes:**